



**TOWN OF TEWKSBURY  
CONSERVATION COMMISSION  
999 Whipple Road  
Tewksbury, MA 01876**

**Conservation Commission Bylaw Subcommittee**

**Meeting Minutes  
June 4, 2014**

The meeting was called to order at 6:03 p.m. by Sean Czarniecki, Chairman, at the Pike House. Present at the meeting were Carolina Linder and Dennis Sheehan. Also present was Kyle Boyd, Conservation Agent, Melissa Johnson, Recording Secretary, and Conservation Commission member, Anthony Ippolito.

Mr. Czarniecki explained that the next meeting will be his last meeting and he would like to finalize the work the Bylaw Subcommittee has done to date. Mr. Czarniecki suggested holding a public hearing on the changes at the next Conservation Commission meeting on June 18, 2014.

**A) Regulation Review**

**D. Bylaw Clarifications**

**18.04.050 Applications for Permit and Requests for Determination**

3) Mr. Boyd provided the members with a proposed fee schedule and noted that it has been modeled after Taunton's fee schedule. Mr. Boyd noted that he reviewed many other fee schedules and Taunton's is the most reasonable.

Discussion took place on what can be done with the funds that are collected through the fees. Mr. Boyd discussed catch basin cleaning and storm water maintenance and noted that some of these basins are located on conservation land and could be cleaned with the funds.

Mr. Czarniecki asked where the funds would go. Mr. Boyd explained that a separate fund could be set up or the funds could be put into the Conservation Commission fund. Currently funds generated from fees go into the Wetland Protection Fund and can only be used to help administer the Wetland Protection Act.

Mr. Ippolito and Ms. Linder asked if the fees need to be approved by the Town Manager and if Steve Sadwick, Community Development Director, has seen the fee schedule. Mr. Czarniecki explained that the Commission has the authority to set and implement the fees. Mr. Boyd confirmed that Mr. Sadwick is aware of the fee schedule.

Ms. Linder suggested providing a comparison of the fees to those of the surrounding communities to show that they are still lower. Ms. Linder suggested using the funds towards items that are more in the Commission's jurisdiction rather than catch basins.

Mr. Czarniecki suggested adding the following language "an additional local filing fee established by the Conservation Commission can be found on the fee schedule attached to these regulations".

Ms. Linder asked if this should also be in the bylaws and Mr. Czarniecki explained that it would need to go before town meeting to change the bylaw and that he feels it should just be in the regulations.

#### **18.04.090 Permits, Determinations, Conditions**

10) Mr. Czarniecki explained that he spoke with Steve Deackoff regarding this section and it was determined that it was originally entered incorrectly. The Section has been reworded. Mr. Czarniecki read the section aloud and requested the members review the new language and provide their input.

**MOTION: Mr. Czarniecki made the motion to present the proposed regulation changes at the Conservation Commission meeting for approval; seconded by Ms. Linder and the motion carried 3-0.**

Mr. Czarniecki cautioned against bringing the bylaw information into the regulations as previously proposed and recommended ensuring the items that should not be changed easily are only in the bylaws. Ms. Linder noted that she does not intend to propose any changes to the bylaws.

#### **Adjourn**

**MOTION: Mr. Czarniecki made the motion to adjourn; seconded by Mr. Sheehan and the motion carried 3-0.**

*Approved: 9/2/15*

(No new information provided.)